

UNC Offtake Arrangements Workgroup Minutes

Tuesday 29 April 2014

At 31 Homer Road, Solihull, B91 3LT

Attendees

Bob Fletcher (Chair)	(BF)	Joint Office
Helen Cuin (Secretary)	(HC)	Joint Office
Alison Chamberlain	(AC)	National Grid Distribution
David Mitchell	(DM)	Scotia Gas Networks
John Bolland*	(JB)	Scottish Power
Jan Mather	(JM)	National Grid NTS
Richard Hounslea	(RH)	National Grid NTS
Quentin Mabbutt	(QM)	National Grid NTS

*via teleconference

Copies of all papers are available at: www.gasgovernance.co.uk/OA/290414

1. Introduction and Stats Review

1.1. Review of minutes

The minutes of the previous meeting were accepted.

1.2. Review of actions

0201: National Grid NTS to summarise the reconciliation process and provide a document for reference.

Update: QM provided a summary of the internal Meter Reconciliation Process for information. The Workgroup considered incorporating a high level summary of the process handoffs into the Measurement Error Guidelines. **Complete.**

2. Measurement Error Guideline Amendments

AC provided a further update to the Measurement Error Guidelines. AC confirmed very little feedback has been provided on the guidelines to date but took comfort from this in that parties must be relatively content with the process and the proposed changes. Nevertheless she welcomed feedback on the changes proposed.

The Workgroup reviewed the proposed amendments to the Measurement Error Guidelines noting a number of further changes for consideration. These included:

- A review of the defined terms to ensure they stay in line with UNC definitions
- Incorporating the use of a workplan/timeline that the DNs would formulate and work towards to conclude errors.
- The referral of all Measurement Errors to the Offtake Arrangements Workgroup.
- Consideration if the 50GWh was still a suitable level for categorising an error as high and requiring a SMER.
- Introducing an additional significance level i.e, Very High (above 500 GWhs).
- The use and scope of the ITE Terms of Reference, including whether the ITE Terms of Reference needs to be updated for instances where two Technical Experts have been appointed.

- The publication of ITE Reports for consideration by the Offtake Arrangement Workgroup
- The process for raising and logging Technical Issues for the ITE to respond to and concluding the ITE Report.

It was agreed that the Transporters would need to consider the items discussed and undertake further changes to the guidelines. AC agreed to capture the proposed changes to the Guidelines and provide a list of topic areas for consideration. AC highlighted that she will need to hand over the review of the guidelines as she was moving to a new roll within National Grid NTS. She anticipated National Grid Distribution would continue to support the review going forward.

It was agreed to meet again in early July to consider the proposed changes.

3. Review of Live Measurement Errors

National Grid NTS provided an updated reconciliation of live errors currently being validated.

4. Issues

None raised

5. Any Other Business

5.1. “Transmission Planning Code Review 2014” and “Industrial Emissions Directive & The NTS Compressor Fleet” Update

RH provided two presentations and an overview of the [Transmission Planning Code Review 2014](#) and the [Industrial Emissions Directive & the NTS Compressor Fleet](#).

National Grid NTS are engaging with as many stakeholders, attending various events in the upcoming months, to ensure awareness throughout the industry and to obtain thoughts on the future IED/IPPC stakeholder engagement and will be writing to stakeholders to request views.

6. Diary Planning for Workgroup

Further details of planned meetings are available at: www.gasgovernance.co.uk/Diary

Offtake Arrangements Workgroup meeting will take on:

Wednesday 02 July 2014 at 10:00, 31 Homer Road, Solihull, B91 3LT

Action Table

Action Ref	Meeting Date	Minute Ref	Action	Owner	Status Update
0201	25/02/14	3.0	National Grid NTS to summarise the reconciliation process and provide a document for reference.	National Grid NTS (QM)	Complete